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Library Trustee Minutes 06/22/11

Meeting of the Robbins Library Board of Trustees
June 22, 2011
Minutes

Call to Order

Chairman Kathryn Gandek-Tighe called the meeting to order at 7:15. Also attending were trustees Katherine Fennelly, Brigid Kennedy-Pfister, Barbara Muldoon, Frank Murphy and Joyce Radochia. Also attending was the library director, Maryellen Loud.

Approval of Minutes

Ms. Fennelly moved approval of the minutes of the May 10 meeting; Ms. Radochia seconded the motion, and the board approved the minutes as read.

Communications

The board received a thank-you letter from Jennifer DeRemer for the trustees' acknowledgement of her retirement.

Community Time

No unscheduled members of the community were present.

Fundraising/Potential Fundraiser

The board agreed to take this agenda item out of order. Ms. Loud described a mini-golf fundraiser in which the organization sets up a mini golf course in the library, and charges participants a fee to play. The library may agree to a 2/3:1/3 split with the organization or choose to pay \$3,000 up front and keep the rest of the proceeds. After discussing the pros and cons of holding this event in November or January the trustees agreed that Ms. Loud should pursue this potential fundraising event.

Considering the amount of donations received at this point, the Sunday hours fundraiser will likely exceed its goal of providing funds for Sunday afternoon openings from October through May. Opening some Sundays in September may be a possibility.

Since the override passed, the Friends of Fox Library would be committed only to providing the funds for personnel for a portion of one day, per their agreement with the town manager. Ms. Loud and Mr. Sullivan, the town manager, will discuss all options regarding Fox Library.

Election of Officers

Ms. Fennelly and Ms. Radochia served as the nominating committee for the FY2012 officers. Ms. Fennelly presented the slate to the board: Brigid Kennedy-Pfister, Chairman; Joyce Radochia, Vice Chairman; Barbara

Muldoon, Trust Fund Liaison. The board unanimously approved the slate. At this point Ms. Kennedy-Pfister assumed chairmanship of the rest of the meeting, to allow Ms. Gandek-Tighe to attend another meeting.

Director's Report

The trustees reviewed the May Director's Report. Programs for the 50+ "active adult" population, funded by a one-time grant, have been very well attended.

Mr. Murphy and Ms. Loud met with Sally Rogers, who represents the Pleasant Street Congregational Church as a member of the church council until the church is sold, in order to look at the portrait of Rev. Samuel C. Bushnell.

The church offered the portrait to Robbins Library as Rev. Bushnell, in addition to being the pastor from 1889-1920, was a Robbins Library trustee from 1894 – 1921. Ms. Fennelly moved that the library accept the painting; Mr. Murphy seconded the motion. The board approved the motion.

The Community Read committee selected *Zeitoun*, by Dave Eggers non-fiction account of events during the Hurricane Katrina catastrophe in Louisiana, as this year's community read.

Ms. Loud announced the hiring of three new staff members: an 18-hour Children's Librarian, the Branch Librarian (3 days Fox/2 days Robbins), and an Adult Services Librarian. Currently, there is a posting for the Head of Adult Services/Assistant Director position. Also needed are two library assistant positions.

Budget Update

Town Meeting voted the override budget.

Preliminary Discussion of FY 2012 Administrative and Trustee Objectives

Ms. Loud reviewed the goals and objectives of the Long Range Plan/Fiscal 2012 Action Plan with the board.

The trustees reviewed the goals and objectives for FY 2011. A need to revise two financial objectives with respect to the trustees' partnership with non-profit partners (the library foundation) was noted. Ms. Kennedy-Pfister will present her recommendations for revision at a future board meeting.

Russell Fund Summer Programming Request

Ms. Fennelly moved that Russell Fund summer programming be level funded at \$6,800. Mr. Murphy seconded the motion; the board approved.

Active Adult Program Planning

Since funding for the popular adult programs ends in September, we need to look at possible sponsors if we wish the programming to continue. The target amount is \$10,000. Michelle Meagher, Ms. Gandek-Tighe, and Ms. Loud will put together a budget for the programs, and the Cambridge Savings Bank will be approached as a potential sponsor.

Local Author Panel

The local author panel is scheduled for June 28, and the adult program, "Plug in to Your Creativity" is scheduled for June 29.

Other

Salary Adjustment: Per collective bargaining and vote of town meeting, the professional librarians and non-union personnel will receive a 2% COLA for FY2012.

Date of Next Meeting

The next meeting will be August 9, 2011. (Later changed to August 16)

Adjournment

The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Joyce H. Radochia

Documents Provided:

- Agenda
- Minutes of the meeting of May 10, 2011
- Letter from Jennifer DeRemer
- Mini-Golf print-out
- May Director's Report
- Long Range Plan/Fiscal 2012 Action Plan
- Robbins Library Board of Trustees Goals and Objectives FY 2011